Eastern Kentucky University
ADDENDUM TO POLICY 4.6.9

ENHANCED RETIREMENT TRANSITION PROGRAM – 2016-2017
EFFECTIVE DATE OCTOBER 24, 2016/Updated February 24, 2017

INTRODUCTION

Eastern Kentucky University (hereinafter the "University") has adopted the Eastern Kentucky University Enhanced Retirement Program (hereinafter the "ERTP"), effective October 24, 2016 (hereinafter the "Effective Date"), for the benefit of Faculty as described in this Addendum.

This ERTP is based upon the existing Retirement Transition Program (RTP), Policy 4.6.9. Policy 4.6.9 describes the purpose of the RTP as a way to "assist academic planners as they more effectively reallocate resources to meet program objectives and student needs in an increasingly dynamic environment. . . . As a resource reallocation activity the RTP will be pursued only when it is in the best interest of the University and has the approval of the Department Chair, the Dean, and the [Senior] Vice President [for Academics]and Provost." These purposes remain in effect under the ERTP.

The ERTP is a one-time temporary offering for 2016-2017. Specific elements of the RTP have been adjusted or added that are necessary to the implementation and execution of this limited ERTP. The ERTP is not intended to be a permanent modification or replacement of the RTP, Policy 4.6.9.

Any RTP applications submitted after the effective end date of the ERTP will be in compliance with the Retirement Transition Program, Policy 4.6.9.

Below are amended or added sections to Policy 4.6.9; all other elements of Policy 4.6.9 not amended below remain in effect.

ENHANCED RETIREMENT TRANSITION PROGRAM AMENDMENTS/ADDITIONS

2. Eligibility
    2.1 Faculty eligible to apply for ERTP consideration must be tenured and must be eligible and elect to retire under any approved institutional retirement system, i.e., KTRS or Optional Retirement Program (ORP) by no later than July 1, 2017, for participation in ERTP for Fall 2017.
    Faculty who have applied for RTP for Fall 2017 are eligible to reapply for ERTP. Faculty who have already provided written notification of retirement but have not applied for RTP are not eligible to apply for the ERTP.
    2.4 Election to retire and begin ERTP in Fall 2017 must be finalized by the deadlines in this Addendum and is irrevocable. Faculty who have already elected to participate in RTP and have been approved by the Board of Regents are not eligible to apply for the ERTP.

3. Terms of Employment
    3.2 For Faculty who elect the ERTP, to begin on Fall 2017, ERTP's run for specified terms of one or two consecutive years, which shall be agreed upon at the time of application. There are no renewals to an ERTP at the end of the specified term.
    3.4 ERTP salary will be up to a maximum of 50% (or 4.167% per credit hour) of applicant's 9-month base salary upon Retirement. Since their contract is a special status contract (see item 1 under eligibility), ERTP faculty are only eligible for any across the board component of annual salary increases in the years subsequent to their retirement. Any such salary increases will have no impact on retirement system longevity nor contribute to any increases average salary since retirement is already being drawn.

5. Procedures and Application Deadline

    1.   **Submission of Application to the Department Chair**
        Faculty members considering the ERTP should consult with their Department Chair, review the Faculty Handbook, and consult the EKU Office of Human Resources regarding benefits before submitting a request. Some benefits are restricted to full-time faculty members and some will be shifted from EKU to KTRS or other retirement providers.

The format of an ERTP request is a memo presented to the <u>Department Chair</u> no later than:

Fall 2016 Application Deadline – November 14, 2016
Spring 2017 Application Deadline – March 24, 2017

The memo should outline the teaching load envisioned by the applicant.

2. **Review by Department Chair**
    The Department Chairs determine matches between academic unit needs and applications. These reviews will include assessment of faculty replacement needs. This assessment must ensure that the quality of department teaching, advising, and services will not suffer as a result of this ERTP. The assessments should consider the impact of the ERTP on the department. Beyond the impact addressed in Policy 4.6.9, Chairs should also address:
    a. Department and program needs
    b. Enrollments
    c. Data trends

    The Chairs' assessments will be appended to the original ERTP requests and forwarded by the Chairs to the respective Dean.

3. **Review by the Dean**
    The Dean shall review the request in view of the needs of the college and the impact of the various departments. The Deans will forward the requests and their recommendations to the Provost.

4. **Review by the Provost**
    The Provost will take these recommendations and review the requests in view of the needs of the University and the impact on the various colleges and departments. The Provost will forward the requests, along with the recommendations, to the President.

5. **Review by the President and Notification to Faculty**
    The President will take these recommendations and, working in consultation with appropriate administration, determine how the needs of programs and students will best be met by utilizing ERTP faculty. The President's decisions will be communicated to the academic administrators and relevant faculty and submitted to the Board of Regents for its consideration at the April Board of Regents Meeting.

    Final action will be taken on all ERTP requests at the Board of Regents Meeting on April 24, 2017.